

Clarifying Your Work Values: Knowing What's Most Important to You

Values are a set of standards that determine attitudes, choices, and action. Mapping your value priorities can help lay important groundwork for making sound career decisions that fit your unique pattern of values, interests, and talents. Work-related values underlie our choices about work. Some people value creativity; others place a premium on income or contributing.

Workplaces are becoming more collaborative, and people are increasingly looking not just for jobs, but also for organizations whose values and culture align with their own. By the same token, the most effective organizations attract people who already share most of their key values. Discussing your values in an appointment with a career counselor can help you focus and choose work environments and positions that are the best fit for you.

Underline all the values most important in your worklife for the next few years. Then narrow down the list and circle the top ten values that are absolutely essential to express or satisfy in your work. Prioritize those top ten and define them on the next page.

Work Content

challenging
leading
competence
mastery
risk
leading edge
detail-oriented
social activism
learning
excellence
focus
creativity
variety
growth
knowledge
control
adventure
helping
initiating

Work Setting

flexibility
deadline pressure
surroundings
time freedom
security
high earnings
action-oriented
structure
relaxed pace
casual
quiet
organized
excitement
pressure
predictability
location
public contact
comfortable income

Work Relationships

teamwork
trust
cultural identity
caring
competition
cooperation
diversity
collaboration
humor
harmony
autonomy
recognition
support
open communication
people contact
independence
fun

Intrinsic Values

integrity
status
prestige
achievement
respect
responsibility
power
influence
appreciation
helping
belonging
community
equality
independence
contributing
service
authenticity
commitment
balance
Honesty
Having an impact
Fairness

Other Values: _____

Values Continued

Your Top 10 Values

Your Definition of each Value
